

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	22761	Agenda Number	30.
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Meeting Date:	March 21, 2013
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Department:	Purchasing
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Subject

Authorize award, negotiation, and execution of a 24-month requirements service contract with LANGUAGE & CONTENT SERVICES, or one of the other qualified offerors to RFP No. TVN0019, to provide Spanish translation services in an estimated amount not to exceed \$140,000, with two 12-month extension options in an estimated amount not to exceed \$70,000 per extension option, for a total estimated contract amount not to exceed \$280,000.

Amount and Source of Funding

Funding in the amount of \$35,000 is available in the Fiscal Year 2012-2013 Operating Budgets of various City departments. Funding for the remaining eighteen months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Best evaluated proposal received.
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Prior Council Action:	
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For More Information:	Terry Nicholson, Senior Buyer, 512-322-6586
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Boards and Commission Action:	Recommended by the Airport Advisory Commission. To be reviewed by the Electric Utility Commission on March 18, 2013.
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Related Items:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Additional Backup Information

This contract will provide Spanish translation services on an as-needed basis for documentation, forms, mailers, and other correspondence requirements of multiple City of Austin departments including Austin Energy, Fire, Police, Emergency Medical Services, Health & Human Services, and Aviation. Many of the City's written business communications to its customers and the public are bilingual (English and Spanish), therefore, continuation of these services is required to provide professional and technical Spanish translation services.

The Contractor will provide a localized/regional dialect to allow for better communication with the wide range of Spanish speaking customers in the greater Austin area. The translation provided will be a more conceptual interpretation as opposed to the traditional literal translation services utilized in the past. This approach will better facilitate communications with customers from various Spanish speaking countries that now reside in Central Texas.

An Austin Energy evaluation team with expertise in this area evaluated the proposals and unanimously chose this proposal as the best to provide these services. Evaluation criteria used to evaluate the proposals included cost, concept of scope and solution proposed, demonstrated applicable experience and qualifications, scheduling, and local business presence.

This request allows for the development of an agreement with a qualified offeror that Council selects. If the City is unsuccessful negotiating a satisfactory agreement with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that Council may select another qualified offeror and authorize contract negotiations with this provider.